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OC EXECUTIVE BOARD FILES FOR AUGUST 1973 THROUGH DECEMBER 1975
DEPOSITED ARCHIVES SEPTEMBER 1978.

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AGENDA

4 November 1975

- A. NOC/Agent Real-Time Data Communications with Headquarters Case Officers
- B. OC Policy on Continuing Communications Operations During Terrorist Attack

25X1A

12 January 1976

- A. DDO Covert Support/R&D
- B. Proposed Policy with regard to Installation of Non-Staff Communications Emitters in Communications Centers

3 February 1976

- A. New Initiatives Submitted by OC-E with the FY-78 Program Call

6 April 1976

- A. Electrical Message Releasing Authority
- B. DDA Management Conference Report
- C. Report of the Covert Communications Support Study Group Pertaining to the Need for the MOU of OTS and DDO Technical Requirements Board (TRB) Responsibility

25X1A

11 May 1976

- A. OC's Role in Limited Protection of Voice Communications
- B. Sale of Equipment to Other Government Agencies

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AGENDA

6 July 1976

- A. Use of OC Personnel in Covert Operations
- B. OC Organization for Career Management and Training and Administration
- C. Questions Pertaining to the Return of Covert and COMSEC R&D Responsibility to OC

3 August 1976

- A. Direct Communications from Communications Officers in Charge to the Director of Communications
- B. Communications Handling of Restricted Handling and Privacy Messages
- C. Establish OC Policy on Staffing of Communications Equipment Rooms (CER's) and Data Access Centers (DAC's)

12 August 1976

- A. Provision of Positions for Communications Activities Outside of the Office of Communications Proper--Specifically, DDS&T, OEL, NPIC, etc.
- B. KE Communications to Remote Sites

7 September 1976

- A. Suggestion for Improving the Competitive Evaluation System
- B. Policy Pertaining to Telepouch Activity and the Need for a Telepouch Equipment Replacement Program
- C. Automated Field Terminal Capabilities and Utilization

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Agenda

Decision

1 Feb 77
(Continued)

e. Item was endorsed as motherhood.
The need for base stations for agent
communications is one major vulner-
ability which we should try to reduce.

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
12 Jan 76	1. DDO Covert Support/R&D	A MOU to be produced as a joint effort by a group headed by Operations. Milestones are established as: (1) review of the draft MOU by Executive Board and (2) review of the finished document by the Executive Board
	2. Proposed Policy with Regard to Installation of Non-Staff Communications Emitters in Communications Centers	It was the consensus that it should be OC policy to discourage placement of non-staff communications emitters in Comcenters with the exception of equipment to be used for E&E.
19 Jan 76	Selection of SKYLINK Multiplexing (SKYMUX) Option	It was decided by the majority to go BLACK MUX as the primary configuration. If we must go RED, will operate RED only. We will continue to provide best service we can to [REDACTED] and others but we will not mix RED and BLACK in the same MUX channel.
25X1A 25X1A STATSPEC	Implementing Questions raised: a. Should we buy additional KW-7's when we have KG-13's on hand? b. Should we procure remainder of items to complete 30 MUX systems?	[REDACTED] summarized conclusions as follows: a. Prior to implementation of SKYMUX, must have reliable SKYLINK service. b. Continue efforts to gain knowledge on KG-13 use on high frequency radio circuits. c. Should be moratorium on conversion from KW-26 to KW-7. d. Should be prepared by July 1976 to recommend procurement, if necessary, of additional KW-7's. e. Should procure the remainder of items for 30 SKYMUX systems.

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
3 Feb. 76 25X1A	New Initiatives Submitted by OC-E with the FY-78 Program Call: Secure Voice, 2 different versions; Headquarters Area Transmission System (HATS); Automated Test Equipment (ATE) for use [REDACTED]	1. Secure Voice Packages--The Board decided to submit the incremental secure voice package. 2. HATS--Had been discussed at meeting on 2 December 1975--will assume this item not being funded in FY-76 or FY-77 and will submit it as a new initiative in FY-78. 3. ATE--Should be included in the program package as a new initiative for FY-78.
6 Apr. 76	1. Electrical Message Releasing Authority 2. DDA Management Conference Report 3. Covert Communications Support	1. Mr. [REDACTED] announced that an OC Notice being published on releasing authority. 25X1A
11 May 76	1. OC's Role in Limited Protection of Voice Communications	3. Mr. [REDACTED] to draft an outline for Board use as a straw man. Draft to contain room for considerable detailing of levels of responsibility. Outline to be coordinated with Operations and COMSEC. 1. Conclusions--we should move ahead with officially including responsibility for limited protection of voice communications with the Communications Security Charter and we should proceed with efforts to obtain the devices necessary to discharge this responsibility. Actions to be taken:

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
11 May 76 (Continued)		<p>b. Providing information and education to DDA and A/DDA on nature and extent of problem and our proposed approaches to a solution.</p> <p>c. Providing same information and education to appropriate elements of the DDO, starting with TRB.</p> <p>d. Preparing necessary changes in regulations to establish limited protection of voice communications as a responsibility of the OC.</p>
	2. Sale of Equipment to Other Government Agencies	<p>2. Mr. [REDACTED] summarized as follows: 25X1A</p> <p>a. When another agency buys obsolete or obsolescent equipment, the law requires that funds received must be used to buy similar equipment or the funds revert to U.S. Treasury.</p> <p>b. When an agency buys currently standard equipment, the reimbursed funds can be used to buy replacements in the next procurement (which must occur in the same fiscal year).</p> <p>Above applies to all equipment, staff and covert.</p> <p>3. Each member of the Board to consider individually the matters discussed and be prepared to take a position on OC response to [REDACTED] proposals at a session of Board on 18 May.</p>

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
3 Aug 76	3. Staffing of Communications Equipment Rooms (CER's) and Data Access Centers (DAC's)	3. Mr. [REDACTED] summed up that technology rather than manning seemed the best approach for solving the problem. Mr. [REDACTED] to investigate the feasibility and cost of providing a technological solution. If necessary, two or three months can be taken to complete the study. 25X1A 25X1A
12 Aug 76	1. Provision of Positions for Communications Activities Outside of the Office of Communications Proper--Specifically, DD/S&T, OEL, NPIC, etc.	1. Conclusions summed up as follows: a. Agreement with philosophy that there should be a single OC career management service encompassing positions and personnel. b. Management system which now operates one way to support DDO and another to support DD/S&T should operate one way only. Directorate requiring support should provide short-range ceiling and budget support for one to two years to allow for orderly OC programming. c. Carefully consider timing of our presentation to Mr. Blake and later to EAG. This should take place after resolution of the future of R&D. d. Communications support should be provided at the Directorate level within DD/S&T rather than having an OEL or other OC staff.
	2. KE Communications to Remote Sites	2. Not for the record.

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>	25X1A
7 Sept 76	1. Suggestion for Improving the Competitive Evaluation System	1. Mr. [REDACTED] to spearhead a study effort leading to proposed procedures and wording of instructions to career panels. Items to be specifically addressed are: a. Provision of "comers." b. Direction for CEL panels. c. Method of determining list size (% or #). d. Clarifying to panel members what we are trying to accomplish and demonstrating management concern about the "sawtooth" problem. e. Serious consideration to be given prior to removal of any individual from the list.	
	2. Policy on Telepouch Activity and the Need for a Telepouch Equipment Replacement Program	2. Summarized: There is a valid long-term AFT consideration rather than one of who pokes telepouches. This is an added capability of the message network which is valuable to both DDO and OC. A carefully worded memorandum to the DDO should be written recommending adoption of universal telepouches with proviso that OC workload is not to appreciably increase and if it does we will have to reconsider and either eliminate or limit telepouches. Also to specify that large volume stations now poking telepouches will continue to do so until our terminals progress to such a point of automation that reconsideration can be given.	

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
7 Sept 76 (Continued)	3. Automated Field Terminal Capabilities and Utilization	3. Summarized conclusion--OC must think in terms of not more than two operators as the norm for staff communications. Should not increase number of technicians rather should upgrade the technical qualifications of on-duty communicators and increase grade level if necessary. Mr. [REDACTED] asked to consider the new 25X1A philosophies and make a study of the cost of modernizing AFT to meet the goal of unattended operation. Any design change is not to affect the initial AFT purchase.
2 Nov 76	1. Centralized OC Planning	1. Conclusion--That there should be centralized OC planning. Planning component is to be consolidated and located in P&B for administration. Ceiling Board is responsible for next action--recommending number and grade levels of appropriate personnel.
	2. Comcenter Nomenclature and CATRAN	2. Board voted unanimously to refer the problem to Operations and P&B for a recommended solution.
	3. Results of the Study on the Suggestion for Improving the Competitive Evaluation System (see Minutes of 7 Sept Meeting)	3. Conclusions--Should adopt some version of a "designated for promotion" system and it should be close to Version B of the Services proposal. Proposed system should be written up and sent to Area Chiefs for evaluation and simultaneously "gamed." "Gaming" should lead to conclusions as to what effect adoption would be over next five years under situations ranging from headroom limits of ten or fifteen annual

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<u>Date</u>	<u>Agenda</u>	<u>Decision</u>
2 Nov 76 (Continued)		promotions to as much as a 50% upgrade of positions. The Board will meet later on the subject and at that time will make decisions based on Area Chief input and results of "gaming."
25X1A 9 Nov 76	1. [REDACTED]	1. Decision to be postponed until: a. Operations study is completed. b. SKYLINK situation is reviewed to determine our ability to concentrate installations in the Far East. c. Recommendations are received from [REDACTED] 25X1A
	2. The OC Ombudsman--What is he? How does he function?	2. No conclusion was reached and no decision was made.
25X1A	3. Provision of a Position for [REDACTED]	3. Board had considered the problem of providing positions for communications activities outside OC proper and had reached conclusion there should be a single career management service encompassing all communications positions and 25X1A personnel. Mr. [REDACTED] stated the conclusion that policy earlier established will be carried out. Ceiling/average grade problem should be raised and resolved.

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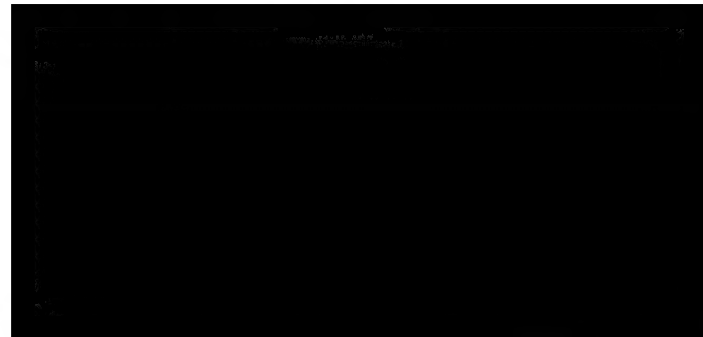
Date

Agenda

Decision

25X1A 7 Dec. 76

1. [REDACTED] Relationship



2. Integrated Network

2. It was generally agreed that reorganization for data was unnecessary but that arrangements for augmenting operations data capabilities must be made. Also agreed that effort is satisfactorily being undertaken on immediate problem (customer to ODP) and on problem of planning for the long-range future by Plans Group. Long-range plans to be based on assumption there will be one network rather than fragmented systems serving individual customers. Should proceed now to identify additional position needed in Operations for data and/or redefining existing position for data talent.

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